

United States Embassy Bucharest
Date: September 13, 2016

To: Prospective Quoters

Subject: Request for Quotations number **SRO10016-Q0026**

Enclosed is a Request for Quotations (RFQ) for acquisition of catering services for the Election Night Reception on **in Bucharest**, Romania. If you would like to submit a quotation, follow the instructions in Section 3 of the solicitation, complete the required portions of the attached document, and submit it to the address shown on the Standard Form 1449 that follows this letter.

The U.S. Government intends to award a contract to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a contract/purchase order based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

Quotations are due by 27th September 2016, 16:00 local time

Sincerely,

David Urbia

Contracting Officer

The image shows a handwritten signature in dark ink, which appears to be 'David Urbia', written over a circular official seal. The seal features the United States Department of State eagle emblem in the center. The text around the eagle reads 'EMBASSY OF THE UNITED STATES OF AMERICA' at the top and 'BUCHAREST ROMANIA' at the bottom.